

BVSS Referee Handbook

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1. Introduction

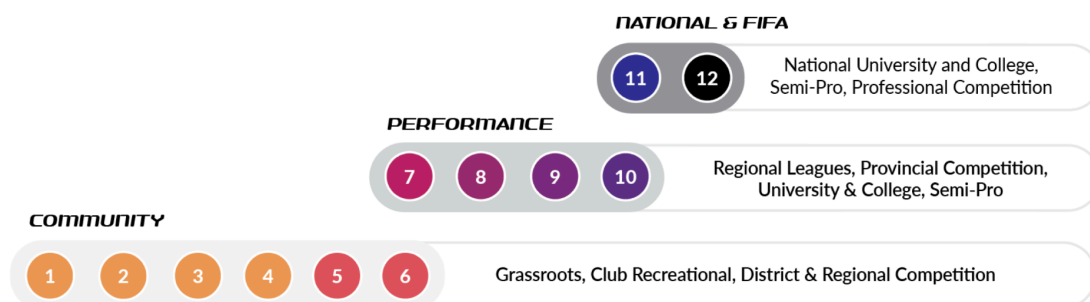
The purpose and objectives of the BVSS Referee Handbook are to:

- Ensure that grades are meaningful and standardised across BVSS.
- Ensure that game assignments reflect BC Soccer Grading Protocol.
- Provide effective tools for identifying Referees for Clubs, Districts, Assignors, and members of the Development Support Team.
- Define the requirements for upgrading and maintenance of each grade.
- Outline levels of competition associated with each grade.
- To align with standardised assignments across the province.

2. The Pathway

a. Overview

The BC Soccer Referee Pathway highlights two streams at the provincial level comprising the Community and Performance Pathways. Each pathway contains within it their respective grades as they relate to various criteria and requirements of the specified grade. The Referee Pathway was developed to highlight classifications and clear direction for referees who aspire to attain their own personal officiating career goals. The National and FIFA streams are supported through Canada Soccer.



b. CommunityPathway

Grade 1-4

The Community pool highlights students entering the Referees stream through compulsory entry level education courses to build the foundation of officiating basics. The classifications highlighted within this stream are Small Sided and Youth District officials.

Grade 5-6

Community District pools highlight Referees who aspire to continue to move up the Development Pathway or highlight Referees who are maintaining requirements to officiate affiliated leagues for their classification. The classification highlighted within this stream are District officials.

c. Performance Pathway

Grade 7-8

District Performance pools highlight Referees exiting the Community Pathway and aspire to continue to move up the Performance Pathway or highlight those who are maintaining requirements to officiate affiliated leagues for their classification. The classification highlighted within this stream are District officials.

Grade 9-10

The Regional and Provincial Performance pools highlight Referees who aspire to continue to progress up the Performance Pathway for National and International promotion or who are maintaining requirements to officiate affiliated leagues for their classification. The classifications highlighted within this stream are Regional and Provincial officials.

d. Grades At-a-Glance

The following chart provides grading requirements and criteria at-a-glance for Community Pathway. It is important to note that officials have the ability to progress through each grade provided that they meet the criteria within them. Exceptional individuals may be fast tracked upon recommendation.

	Grade	Classification	Education	Entry Age	Officiating Age Groups	Assessments	Fitness
Community Pathway	1	Small Sided	Small Sided	12	Referee: U7-U12	N/A Mentorship Recommended	N/A
	2	Advanced Small Sided	Small Sided & AR Module	13	Referee: U7-U12 AR: U16 and under	N/A Mentorship Recommended	N/A
	3	Youth Entry Level	Small Sided Module & Entry Level	14-15	Referee: Current Age & Under AR: Any Age	N/A Mentorship Recommended	N/A
	4	District Entry Level	Small Sided Module & Entry Level	16+	Any Age Group	N/A Mentorship Recommended	N/A
	5	District	Entry Level	16+	Any Age Group	N/A Mentorship Recommended	Beep Test Participation Recommended
	6	District	Entry Level	16+	Any Age Group	N/A Mentorship Recommended	Beep Test: Level 5

3. Assignments

Weekday assignments will normally be released by Wednesday evening for the upcoming week. You must either **accept or decline that game within 24 hours** or it will be returned and reassigned to another Referee.

If you have availability issues and need to block time off, please email referee@bvsoccer.ca and book off the appropriate time. **Do not wait for games to be assigned and then decline them.** If there is a consistent pattern that develops with declining or skipping games when times are not scheduled off, you will be moved lower in priority for assignments. It is up to you to be responsible and control your schedule and availability.

All assignments are distributed and confirmed via email, and a hard copy placed in the trailer at Chandler Park for reference. Match officials must be in good standing and currently registered through BC Soccer to receive assignments.

For more information on the scheduling system sent by the Referee Scheduler/Coordinator please email referee@bvsoccer.ca

All games will be assigned based on **referee ability and availability**. The new system will see each Referee assigned with a score that reflects their ability to do a game at that level and below. For example, if you are given a score of ED for U10, you can do games at that level of and below (U8). As an AR, the same scoring system will apply. These scores are affected by your on field performances and Mentor feedback.

4. Availability Submitting

Referees must submit availability through a Google form (see link below) by April 30th of the current year for the matches to be played in the spring season.

Google Link: <https://forms.gle/rQdgTPxg1qDx9thw6>

If your availability changes after you submit the form but before the deadline to submit availability, please submit another form. The form is time stamped and your final submission will be used. If your

availability changes after the deadline to submit availability has closed and before assignments are released, you must email referee@bvsoccer.ca with your updated availability.

5. Tournament Schedule

Tournament assignments will normally be released by Wednesday evening before the upcoming tournament. You must either **accept or decline that game within 24 hours** or it will be returned and reassigned to another Referee. The Referee coordinator for the set tournament will also have a hard copy of the schedule on hand.

Referees will have a chance to sign up for which division tournaments they are interested in officiating, starting at the beginning of the season a link will be sent out to a sign up form.

6. Match Locations

The BVSS has matches from Hazelton, Smithers, Telkwa and to Houston in the east. Referees will generally be kept within the Smithers and Telkwa area for most matches; however, from time to time, referees will be assigned to matches in other areas of the league. When this happens Referees will receive travel compensation at \$0.50 / km.

7. Game Day and Pre-match Procedures

All teams should be at the field 30 minutes prior to the Kickoff. As an official you should report for your match **at least 30 minutes prior to kick off** to make sure the game starts on time and you can administer all the administration laws.

- Checking of ID cards (for regional, zones, or provincials only),
- Players' equipment
- Field conditions
- Equipment, ball, nets, corner flags should be done at least 15-20 minutes prior to kickoff.
- It is recommended (but not required) that you warmup prior to the match.

Head Refs must submit their game reports at the end of each match.

Referee Game Report Link: <https://forms.gle/ZJV8eWwuMLyyJ1W9A>

8. Match Length And Details By Age Group

Games below are out players + GK's if indicated with a YES in that column.

Division	Warm up time	Match Length	Half Time	Format	Offside	Retreat Line	Field Size
U8	15 min	2 x 20 min	10 min	5 v 5	N/A	1/3 of field	Small sided
U10	15 min	2 x 25 min	10 min	7 v 7	N/A	1/3 of field	Small sided
U12 -U13	15 min	2 x 30 min	5 min	8 v 8	Yes, retreat line	1/3 field	Small sided
U14	10 min	2 x 35 min	5 min	9 v 9	Yes	N/A	Small sided
U18	5 min	2 x 35 min	5 min	11 v 11	Yes, centre line	N/A	Full

9. Substitutions

All levels (U8 – U18 House, and Development) are unlimited substitutions at the discretion of the Referee to control as to when they happen. Unlimited substitutions may be made throughout the game. For U13 and below, substitutions can be made on any stoppage.

10. Consistency Procedures

Substitutes - All substitutions are to line up at the centre line, to distinguish them from the players on the field.

Language - The use of offensive, insulting, or abusive language or is guilty of dissent is not permitted and sanctioned with a warning / yellow or red card, depending on the severity.

Jewellery - Jewellery is not permitted. Using tape to cover jewellery is not permitted. Medic alert bracelets may be worn if they are tight fitting and taped to prevent insertion of finger.

11. Cancellation of Match Officials

In the case that matches need to be cancelled, match officials will have no match fees owing to them if they receive email or telephone notification of field closures 30 minutes prior to their scheduled match. If a match official receives no prior notification of a match cancellation, and upon arrival at the

field declares or realizes the match is not playable for any reason, before the first kick off they will receive 50% of their match fees.

12. Payment of Match Officials

Any club assigned games and tournaments will be paid via cheque or e-transfer once a month after the month has ended.

Timesheets are submitted via a Google form link.

Google Form Timesheet Link: <https://forms.gle/Fr9tsWDBJtcNaB5m6>

Age Group	Mentor	Referee Pay	AR Pay
U8-U10	\$35	\$20	—
U11-U12	\$45	\$35	\$25
U13-U15	\$55	\$45	\$30
U16-U18	\$55	\$55	\$35

13. Player ID Cards

Small Sided Games: BVSS House players will not have ID cards, and unless otherwise stated or requested by the board, no team is required to show their cards for all BVSS league games.

Full Sized Games: BVSS House players will not have ID cards, and unless otherwise stated or requested by the board, no team is required to show their cards for all BVSS league games.

Zones and Provincials: If the player does not have a card, that individual will not be eligible for the match. A player is not considered registered with the league until the player receives his/her player card or a letter of authorization from the BCSA appropriate league. If a coach does not have a card, he cannot remain in the technical area once the game starts. Teams not showing ID cards prior to kick off when requested by match officials to do so must be reported first to the other team as an FYI, then to the appropriate discipline committee as well as the Referee Coordinator at referee@bvsoccer.ca

once the match has been played. The match will still be played and officiated with the knowledge that this will be reported to the league afterwards.

14. Team Officials

There may be no more than 5 Team officials on the bench, whom are:

- Head Coach
- Assistant Coach
- Team Manager
- Goalkeeper Coach
- Trainer or authorized Club official (eg. Club Technical Director).

Nobody other than the players named substitutes and the team officials are permitted on or in the Bench area. This includes behind the goal line / near their goalkeeper during play. dugouts designed for the players regardless of the weather.

15. Discipline

If you were the Referee in a scheduled match in which you issued any misconducts (Yellow card/Caution, Red Card/Sendoff or an ejection for Irresponsible Behaviour), you MUST submit that discipline report within 24 hours after the match to referee@bvsoccer.ca. Fillable reports can be found on the BVSS website under Referees > Ref Resources.

16. Match Attire and Equipment

All officials should have the approved BCSA soccer referee kit set out in the rules and regulations governing Referees in BC. Officials must wear a uniform colour (or pinnie if a conflict arises) that distinguishes themselves from the players. Appropriate black shorts and black socks are to be worn in conjunction with the Jersey.

Footwear that is appropriate to perform the duties and physical requirements of officiating the match.

Tracksuit pants or running shoes are acceptable to wear during matches over top of your uniform. A toque is acceptable and must be black and no other colour. Leggings and long sleeve shirts may be permitted but must be black in colour and must be worn under the uniform.

Referees should have 2 whistles with different pitches and tones to avoid confusion when fields are side by side.

Referees should carry 2 pens or pencils, a book/wallet with at least one Red and one Yellow card and a notebook or proper match sheets to record information. Details are only taken in the U13 and up age groups, but Referee's should get used to carrying it all. Having everything in your kit bag tends to eliminate "Murphy's Law".

17. Incomplete/ Abandoned Games

In the event that a match can't continue through to full regulation time due to darkness, insufficient lighting, field deterioration etc. then you need to abandon the match. Referee fees will be paid in full for this game. The Referee has the final decision on suspending matches due to weather or field conditions and it is a non- negotiable decision. Remember Law 5 and player safety regardless of what the players and or coaches want to do.

Please know the CSA Policy on lightning and severe weather (30/30 rule)

http://www.canadasoccer.com/files/CSA_LightningSafety_SevereWeatherPolicy_EN.pdf

18. Forfeits

Should any team fail to appear for a scheduled league match or not be able to fulfil a scheduled fixture you will still be paid in full if this happens at the field and or notice is not given 30 minutes prior to their scheduled match.

19. Cast Policy

The CSA Cast Policy will apply. Prior to the match, any player wearing a cast or who intends to wear a brace or medical support is to be presented for inspection. The Match Official will assess the player's eligibility to play in accordance with the Laws of the Game and the CSA policies on such things.

Please know the CSA Policy on Casts and Braces:

https://canadasoccer.com/wp-content/uploads/resources/Referee/EN/Players_Wearing_Casts_Policy_EN.pdf

20. Zero Tolerance Policy

We have a zero tolerance policy for maltreatment towards our referees. We all must remember that they are still children helping officiate a child's game.

No referee should ever be put into a situation where they are made to feel uncomfortable either before, during or after a soccer game. As a club, we will not accept it from a coach, a parent or any player on the field. The referee has the discretion to abandon the match when there is maltreatment towards any official, and also is encouraged to suspend the match in order to check in with the lead/head official of the day for assistance as needed. If any individual is found to have interfered with an official they will be brought before the board or a disciplinary committee.

Offences will be sanctioned with a warning / yellow or red card, depending on the severity of the offence.

Offences to the Zero Tolerance Policy may include, but limited to, the following

1. Places a referee in fear of physical harm.
2. Creates or contributes to a disorderly atmosphere at a match which in the referee's opinion precludes the safe completion of the match.
3. Creates an atmosphere of intimidation and fear for any referee by any means, including but not limited to persistent verbal abuse, repeated dissent, and/or entering the field of play without the referee's permission for the sole purpose of engaging the referee.
4. Fails to control a team, parent or spectator, thereby placing a referee in fear of physical harm.
5. If any coach, parent or player is issued a red card.
6. If any coach, parent or player is issued a yellow card, the incident may be up for review in regards to the Zero Tolerance Policy.

Simply put.....let the kids play the game and let the refs run the game, good, bad or indifferent.

